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ABSTRACT

The guide, one in a series of committee reports relating to school band performance, organization, and equipment needs, is intended to aid band directors as they develop public relations programs. The materials were develcped in response to widespread need expressed by ASBDA members in a 1969 survey for assistance in drawing up press releases, involving parents in band programs, providing printed materials to parents of band students, developing materials for justifying instrumental music, and increasing community awareness of band needs and activities. The document presents 21 materials which have been developed by band directors throughout the United States. Materials include audition letters to prospective band members, letters of congratulation to band members following a musical performance, rehearsal schedules, school newsletter articles regarding band activities, requests for parents and community members to join an orchestra boosters club, band meeting announcements, and tips to parents regarding ways to help students with home practice. (Author/DB)

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Public Relations.

AMERICAN SCHOOL BAND DIRECTORS' ASSOCIATION

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RESEARCH COMMITTEE REPORTS

for the

18th ANNUAL CONVENTION

PITTSBURGH, PENNSYLVANIA

November 27 - 30, 1970

General Chairman of Research

Alvin E. Bohms - Fraser, Michigan

SP 011 027

AMERICAN SCHOOL BAND DIRECTORS ASSOCIATION

PUBLIC RELATIONS

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Robert D. Todoroff, Illinois

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James T. White, Indiana

*These men deserve special credit for work done on this project.

PUBLIC RELATIONS MATERIAL

The public relations committee began this project in 1969. A survey was sent to the entire ASBDA membership. Of the 200 members that responded to the survey, 16 felt that this project would not be useful to them. Most of these stated that their public relations program was in good shape and that they thought Public Relations should be personalized and created by each individual director.

184 of the directors responding, an overwhelming majority, stated that they felt this project would be useful to them. When asked to list up to three ways in which the Public Relations committee could help them in their public relations program, the following suggestions were most frequently stated.

1. More help on press releases.
2. Influence local Radio and T.V. to give more time.
3. How to sell the administrator on the value of a band program.
4. Direct information to administrators regarding ASBDA surveys and etc.
5. Direct information to administrators regarding required attendance at ASBDA Conventions.
6. Ways to get the parents more involved in the band program.
7. Inovative ways to publicize concerts.
8. Buy T.V. and Radio time to publicize school music.
9. Write and commission more plays to promote music.
10. Get stories about instrumental music into syndicated magazines and etc.
11. Provide printed materials for parents of beginning students that contain no advertising.
12. Ideas for presenting the band program as an academic discipline.
13. Materials for justifying instrumental music.
14. Provide a national newsletter on "What's going on in instrumental music in the U.S.".

It will not be possible for this committee to cover all of these areas at this time. We will try to provide a sampling of some of the best public relations material that we received to help the band directors develop a public relations program of their own. It is our hope that in the near future we can produce a complete public relations manual.

All the materials sent in were numbered. The four Nebraska P.R. Committee members studied the materials and recorded the numbers of the material they felt were most effective. The chairman chose the materials which were most frequently selected by the committee to be used in this report

February,19____

Dear _____,

As Director of the Leto "Falcon" Band I want to extend to you a sincere greeting. At Leto we are very proud of the record established by the Band in the short time since its inception. We hope that you will want to share with us the experiences that will be ours next year.

As we have a limited number of vacancies next year it is necessary to audition each student for placement. There are two Bands at Leto; the junior varsity band and the "Falcon" Band. Some sophomores will have had the training essential for membership in the "Falcon" Band; however, many will need additional training in the junior varsity band for one or two semesters before they will be ready to be admitted to the varsity band.

We anticipate membership in the "Falcon" Band to be between 100 and 120 next year with the junior varsity band running between 30 and 40. Whichever band you are selected for, we hope you will have a rewarding experience.

To schedule your audition (no music is necessary) please call me at 932-4315 between 1:30 and 3:30 on school days and 689-2657 after school hours. We can then arrange a time convenient to both of us. Please ask your parents to attend the audition if they can. May I urge you to make contact soon as plans for next year must be set in the very near future.

Yours for the very best in
music at Leto High School,

Jack H. Herron

August, 19____

Dear Symphonic Band Students:

I congratulate you on the excellence of your concert this summer. Since our Spring Concert, the band has improved to degrees even beyond my expectation. I feel that with the talent and spirit which we now have in the Symphonic Band, there is no limit to our musical accomplishments. This was the first time in Westbrook's history that we received a standing ovation for our Summer Concert.

We are fortunate in having a high goal to work for this fall. This is our performance at the Nebraska Music Educator's Convention in November. Some students might compare this to the last game of a basket ball tournament, or the World Series, or the climax of our season. However, for the Westbrook Symphonic Band this will only be the beginning of many thrilling experiences which you will remember the rest of your lives.

This performance will give you a chance to show the whole State that Westbrook students are "winners" and not "losers". Did you know that in the last 10 years the Westbrook Symphonic Band has been invited to perform for more important conventions and occasions than any other Jr. High band in Nebraska. You will have the opportunity and the honor to carry on this tradition.

As you know, success only comes from hard work on your part and mine. It is necessary for us to have three rehearsals the week before school starts. The schedule is as follows.

Wednedsay, Sept. 2nd, Symphonic Band 8:00 A.M.-9:30, Dance Band 9:30-10:30

Thursday, Sept. 3rd, same schedule.

Friday, Sept. 4th, Symphonic Band 10:30 A.M.-12:00 - No Dance Band.

It is necessary for all of us to attend these rehearsals. Please don't let the band down. Don't forget your music.

Sincerely yours,

Mr. Slavik

Dear Ninth Grade Band Student:

It will soon be necessary for you to plan your schedule for your sophomore year in Springfield High School. As director of the Springfield High School Band I am most concerned that you find time in your schedule to include some band experience during this first high school year.

This letter contains information about our program of study and activities in high school band. Please read the information carefully and also let your parents study the material. I hope that your questions will be answered.

It is the attitude of the administration of Springfield High School and that of most staff members that a student who takes part in special groups and activities while in high school becomes a much better student and finds that high school has greater significance and interest. With this philosophy in mind, we have developed a band program which offers a great variety of opportunities for you. (You will notice a listing of these on another page in this letter).

To those who feel that there is not time in high school for music, I point out that in band, orchestra, and chorus we have enrolled some of the very top students in the school and some of these outstanding students even take two music classes during one year. Universities and colleges look with favor upon those who have a well-rounded course of study and balanced activities while in high school.

If you are interested in sports you will find that there is no conflict between music and athletics. Again, I point out that in the band, for example, we have the quarterback of the football team, the fullback, a star swimmer, and outstanding members of the baseball and wrestling teams to list only a few. The working relationship between sports and music in Springfield High School has to be called "great". Many students successfully participate in both and find no difficulties with conflicts.

I hope to meet each of you very soon to answer any questions you might have about high school music. If you have questions, feel free to contact me at Springfield High School, 747-3331, Ext. 238. I am also here each day until 5:00 P.M. and at the band room on Saturday.

Sincerely,

GENE D. SLAYTER
Director of Bands

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To: All Sixth Grade Students of West Deptford Township

Have many of you ever wondered about the musical meaning of the words, bolero, beguine, and samba? Have you ever realized that some march music is meant to be played at a slow tempo rather than a fast tempo? We are sure that you will enjoy our musical answers to some of these questions in our coming Children's Concert, "Parade of Rhythms."

The West Deptford High School Concert Band extends a special invitation to all sixth grade students in the West Deptford Grade Schools to attend this concert Sunday, March 5, at 2:00 p.m. We have made certain that every sixth grade student in the West Deptford Schools receives a copy of this letter because it includes another special invitation. This invitation is extended to you to become a member of our band program. On the week of March 6, after our presentation of "Parade of Rhythms," testing will begin in the sixth grade classes to find out if you have the aptitude to become an outstanding instrumentalist in our band program.

We will endeavor to demonstrate the different instruments of the band at the concert and to point out the characteristics of each instrument. Following the testing during the week of March 6, there will be additional meetings for the purpose of answering your questions and your parents' questions concerning your becoming a member of our band program.

Department of Instrumental Music
West Deptford Jr. - Sr. High School

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BAND INSTRUMENT DEMONSTRATION

On Wednesday, May 18, there will be a band instrument demonstration at the new high school band hall for all students interested in starting on a band instrument this summer or fall. Parents of such students are urged to attend this program which will commence at 7:00 p.m.

Each of the various types of band instruments will be demonstrated briefly by first chair members of the senior high school band and a discussion of the physical requirements of each instrument will be given.

Music talent tests are now being administered to students in the Spencer elementary schools and test results will be available to parents at the personal interviews following the demonstrations on May 18.

Beginners will be accepted in the summer classes from this year's third grade (next year's fourth grade) through the ninth grade. Students should have at least average grades in school before enrolling in instrumental music classes.

Questions concerning the summer and fall music classes should be directed to R. W. Dean at the high school. The band office telephone number is 262-1700.

Dear Parents of Kenosha Public Schools:

Musical training is available for your child in the school band or orchestra which is being organized at the present time. Have you given any thought to this important phase of your child's education?

The student who learns to play an instrument learns discipline, cooperation with others, and a new way to a fuller, richer life. An instrument automatically places him in worthwhile school activities; it gives him something interesting, pleasurable, and worthwhile to do during his leisure time. It provides a channel for undeveloped and undiscovered musical aptitudes.

As a result of a musical aptitude test recently given to pupils in the grade schools, recommendations for instrumental music training are being made. This method of discovering talent is proving successful wherever it is used, since only those boys and girls who can recognize rhythm and pitch are encouraged to take up the study of certain instruments.

We have made special arrangements with the Education Department of a reliable music company to aid you in obtaining an instrument on a THREE MONTHS RENTAL PLAN. You may choose any instrument you wish. Your child may try it for three months under this plan. At the end of that time, you may return it without further obligation, or you may keep it, the money already paid applying on its purchase, and easy monthly payments being arranged for the balance if you so desire. Your school band and orchestra directors will aid you in placing your child on the correct instrument.

A MEETING OF THE PARENTS AND PUPILS INTERESTED WILL BE HELD IN THE

LINCOLN ELEMENTARY SCHOOL Gymnasium, 6811 18th Avenue
Monday, October 11th at 7:30 p.m.
MC KINLEY JUNIOR HIGH SCHOOL Auditorium, 5710 32nd Avenue
Wednesday, October 13th at 7:30 p.m.
LANCE JUNIOR HIGH SCHOOL Auditorium, 4515 80th Street
Thursday, October 14th at 7:30 p.m.
WASHINGTON JUNIOR HIGH SCHOOL Auditorium, 811 Washington Road
Monday, October 18th at 7:30 p.m.

If you cannot attend the meeting at your school, please feel free to attend one of the other meetings. Your school director will be notified of the change.

Sincerely,
Ralph J. Houghton, Director of Music
Kenosha Public Schools

SUPPORT YOUR CHILD

SUPPORT YOUR ORCHESTRA PROGRAM

JOIN ORCHESTRA BOOSTERS

WE NEED YOU!

MEETINGS: 1st Tuesday Each Month
7:30 p.m. - 1412 84th Street

DUES: $1.00 per year per Family

TELL US HOW YOU WILL HELP
Check below and return to usher with dues.

_____ Chaperone _____ Hospitality Com.

_____ Ways & Means Committee _____ Membership Com.

_____ Telephone Committee _____ Publicity Com.

I will Help as Follows_____

_____

Comments or Suggestions to help make us more

Effective _____

_____

PARENTS OF _____

SCHOOL _____

SIGNED _____

ADDRESS_____PHONE_____

February 7, 1968

Dear Parents:

I would like to take this opportunity to introduce myself. My name is Joe Slavik and as of February 13th I will be the band teacher at Swanson Elementary School. Unless I am mistaken you have a child that participates in the Swanson band.

The purpose of the change is to release the present teacher of an overloaded schedule.

During my 13 years of teaching I have found that it is necessary to work very closely with parents in order to enable a large percentage of students to be successful in instrumental music. It is seldom that we find a child that is truly successful in instrumental music who has parents who are uninterested in this phase of their child's education.

I like to compare a child's success in instrumental music to a three link chain. The three links consist of: (1) The child's ability, interest, and determination, (2) the parent's interest and perseverance, (3) the teacher's ability to teach, motivate, and discipline. If any one of these links is weak, the child has little chance for success. So according to this theory, the parent's interest and participation is responsible for one-third of his child's success in instrumental music.

Students cannot be forced to learn to play an instrument successfully. They must be encouraged, motivated, and inspired. This encouragement, motivation, and inspiration can take many different forms which I will be discussing with you later.

I would like to get acquainted with the parents as soon as possible in order to speed up the transition from one teacher to another as smoothly and quickly as possible.

The Westbrook Junior High Band, which I direct, will present a free concert on Monday, February 12, at 7:30 p.m. Westbrook is located at 80th and Western Avenue.

I would like to invite you and your family to attend this concert. There will be a dessert social following the concert. Your attendance at this concert would serve the following purposes:

1. Give me a chance to get acquainted with the child's parents

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2. Motivate your child by letting him see and hear the type of organization to which he will someday belong.

3. Inspire your child, I hope.

4. Show your child that you are interested in his musical education.

I will bring a class from one of my grade schools to demonstrate my teaching methods and techniques to the Swanson band students and parents at 2:00 p.m., Friday, February 16th. I realize that all of the parents will not be able to attend this demonstration because of the time, but I would certainly appreciate it if each family would try to have one parent present to see what your child should be doing when he is practicing at home.

Sincerely,

Joseph L. Slavik
Music Director
School District #66

Westside Elementary Schools
Omaha, Nebraska

Dear Parent:

Congratulations on the new musician in your family!

I hope that you are sharing the thrill of discovery with your child and are enjoying the satisfaction that comes with his mastery of each new lesson. Learning to play an instrument can be a richly rewarding experience. Only when both the teacher and parent understand the problems of each individual child and work together toward the fulfillment of every students full potential can we have true meaningful learning experiences.

My beginning band classes average about 15 students each and I always find that we run the gamut from the extremely talented youngster to those who must work much harder for their accomplishments. The purpose of this letter is to acquaint you with the problems your child faces in a beginning instrumental music class and some of the things that you can do as a parent to help make these first trying weeks a success.

Learning to play an instrument must be enjoyable to be completely rewarding and yet the beginning student must develop enough self discipline to each day accomplish the job at hand. With perserverance and hard work every child will move steadily ahead (in spite of the squeaks and noises which we hear at first). There is no shortcut to individual home practice and 30 minutes per day is an absolute minimum, if you expect your child to progress in a satisfactory manner. A few words of encouragement from you as well as occasional supervision of the home practice session can do wonders for any student. Success during the first few months of work is vital to each child as it is during this time that the important fundamental skills and attitudes are developed that will carry through the individuals entire life.

Following are nine suggestions that will increase your childs chances of success and enjoyment of his instrument **immeasurably**:

1. SHOW AN INTEREST IN THE MUSIC STUDY OF YOUR CHILD.
2. ARRANGE A REGULAR TIME FOR HIS PRACTICE.
3. FIND A QUIET PLACE FOR HIM TO PRACTICE WITHOUT INTERRUPTION.
4. HELP HIM KEEP AN ACCURATE RECORD OF PRACTICE.
5. GIVE HIM A SAFE PLACE IN WHICH TO KEEP HIS INSTRUMENT.
6. NEVER MAKE FUN OF THE STRANGE SOUNDS HE MAY MAKE.
7. TEACH HIM TO BE ON TIME AT REHEARSALS AND LESSONS.
8. MAKE FAITHFUL ATTENDANCE, AT ALL ACTIVITIES IMPORTANT.
9. ENCOURAGE HIM TO PLAY FOR OTHERS WHEN OPPORTUNITY ARISES.

Your child should be following the following practicing procedures:

1. Sit erect on the edge of the chair, tap their foot, count out loud, and clap the rhythm.
2. Name the notes as he fingers the notes on his instrument.
3. After completing the items mentioned above, the student is now ready to play the exercise.

It is not possible after this short time to tell whether a child is capable of playing an instrument. I strongly suggest that every child continue until at least December 1st before considering discontinuing the instrument. Please call me for a consultation before having your child drop.

Sincerely,

Joseph L. Slavik

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Dear

When we had the meetings for parents of future band students last September, I told you that I would be having a conference with each parent at the end of the third month. I will try to tell you about your child's progress in this letter. If you feel that you would like to talk to me, please call me at 393-1313 during one of the following times.

2:45 p.m. to 3:30 p.m.	All school days
10:15 a.m. to 11:00 a.m.	Tuesdays
10:00 a.m. to 11:00 a.m.	Wednesdays

If you find it is impossible for you to call during the time listed above, you may reach me at home between 9:00 and 10:00 p.m. My home phone is 393-2081.

Your child _____ is doing satisfactory work in band. I recommend that your child should continue with band.

Sincerely,

Joseph L. Slavik
Instrumental Music Instructor
School District #66

P.S. Parents' interest, encouragement, and "push" are all very important ingredients in a child's successful experience in instrumental music.

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January 8, 1963

Dear Parents,

This letter is being sent to all the parents of fourth grade students who will be eventually be attending Westbrook Junior High.

Did you know that the beginning of the fifth grade is the first and only time that a child is permitted to start playing an instrument in the school band or orchestra and receive free class instruction during the school day? It is a policy in District #66 to start beginners in instrumental music at the beginning of the fifth grade only.

I realize that by now you are probably thinking, "So what, I have another eight months to think about that". But, so very often the child and the parent don't begin to give it much thought until school starts in September, and the time of one week just isn't long enough for a child to decide if he wants to play in the band or orchestra, or which instrument he would like to play.

Might I suggest that you and your fourth grade child begin giving instrumental music some thought. A good place to start would be to attend some of the concerts given by groups to which your child would eventually belong if he decided to take instrumental music. There will be two concerts in your area this month. These would be wonderful opportunities for you and your child to discover what is available to him in instrumental music.

The first opportunity is a concert presented by the Westbrook bands on Tuesday, January 15, at 7:30 p.m. All three of the Westbrook bands will present a program that should be entertaining to all ages.

The second such opportunity will be on Monday, January 28, at 7:30 p.m. The Hillside 6th grade advanced band will present a concert at Hillside that evening. This would be a good opportunity for you to see what <u>your</u> child could do in instrumental music after 16 months of lessons.

I do hope that you and your family will be able to attend these concerts. There is no admission charge at either concert.

Cordially yours,

Joseph L. Slavik
Band Director
Westbrook Junior High

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"Wherever there is good MUSIC there is harmony
Wherever there is harmony there are good citizens."
Moore

Dear Parents:

This is a reminder that . . . . . .

TONIGHT IS THE NIGHT!

We strongly urge you to attend tonight's meeting for it will give you an opportunity to learn more about the instrumental music program in the school. You'll be able to see the instruments used in school bands and orchestras, and you'll learn the true facts about starting your child on a musical instrument.

The meeting will be in the Westbrook Junior High cafeteria at 7:30 p.m., Tuesday, September 12. Please bring a pencil. You may be interested in recording some of the information.

Please come to tonight's meeting . . . . . make music a part of your child's life.

The Instrumental Music Faculty

Dear _____,

We realize the end of the rental period on your child's band instrument is coming very soon and you would appreciate an evaluation of progress achieved thus far.

_____ _____ has done a very satisfactory job thus far and we would definitely encourage the continuation of the lessons. In order for a child to truly succeed on an instrument, the parent must be in back of them, giving encouragement and helping them overcome impatience. It is quite evident from the progress thus far, that you have been a fine parent and are helping us by doing your share to help your child succeed.

We hope you either purchase the instrument you have been renting from the music company, which we know is a fine instrument, or continue to rent from the school if you are doing so. If you should decide to purchase a used instrument from a friend or a want ad, please allow someone from the school music department to look the instrument over and give you a true evaluation of it. Many fine instruments are available for purchase, but just as many of poor quality are around.

If you have any questions, please contact either Mr. Griebenow at New London Senior High School or Mr. Vander Zeyden at Washington Junior High School.

It has been a wonderful music start; may it continue to build to a great musical success.

Sincerely,

Don L. Griebenow
Cornelis Vander Zeyden
INSTRUMENTAL INSTRUCTORS

Included are the childs grades for the six weeks and they are as follows _____ _____ _____ _____ _____ _____ .

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July 13, 1970

TO: Parents of Westbrook Jr. High Band Students.

FROM: Joseph L. Slavik, Westbrook Band Director.

As you probably already know, the Westbrook Symphonic Band has been invited to give an hour concert at the Nebraska Music Educator's Convention in Grand Island next November. The Audience will consist of approximately 400 music teachers and 800 11th and 12th grade music students from all parts of Nebraska.

Since a junior high band is selected to perform for this group only once in about every ten years, I feel very honored to have the Westbrook band selected. However, the selection was made from recordings of past bands and Westbrook's reputation for having good bands consistently each year. To be quite frank, we just don't have the musical advancement and maturity that we have had most of the last five years. If we are going to give a performance that will be worthy of an audience of this type and true to the tradition of the Westbrook Symphonic Band, it is going to be from the blood and sweat of the director and the students. I began furnishing that extra effort the day the invitation came in the mail. In a recent survey of the Symphonic Band students in the summer program I found about one third of the students were practicing an hour a day besides their time in band. About one third of the band was practicing "about" half an hour, and about a third of the band are practicing very little, if at all. Some of these students feel that they are really outdoing themselves to come to band every morning.

Great organizations, whether they be bands, football teams, or businesses, do not become outstanding and remain outstanding by having a small percentage carrying most of the load.

In which third of the band does your child belong? Is there anything you can do to put him or her in the group of real producers? If you can think of anything I can do, please let me know.

I hope that the students who have dropped their private lessons for the summer will get started early in September. I also hope that many others will seek this avenue to help improve their musicianship. We have some sections where a large percentage are studying privately and some sections where none are studying. This is difficult to have a well balanced band when there is such unbalanced musicianship.

The Summer Concert has been changed to Thursday, July 16, at 8:30 P.M. This was the date given in the original communication about Summer Band. Many parents planned camps and vacations for the following week.

Thank you.

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Dear Band Parent:

You've probably heard some discussion on the subject of a band camp from your child. It has been suggested by the students, but we must have the opinion and support of you parents.

Here is the proposal:

Since the Holt Band must compete with Tuscaloosa for the first show of the year, we desperately need some concentrated pre-school training. The Labor Day parade comes before school opens and the Tuscaloosa game on the fourth day of school. Getting a good start each year is the best way to insure a successful season.

To accomplish this training many bands have established a band camp during the latter part of August, where the band can work, practice, play and enjoy a week together. The band would spend five or six hours each day drilling and learning new music. The remainder of each day would be reserved for recreation such as swimming, group and individual games.

Last week, we discovered a location suitable in size, cost and distance for our band. It is Carpenter's Lodge near Eutaw. Our cost would be approximately $12.50 per person for five days August 28th to September 1. This includes room and board and insurance fee. Mrs. Moore, Manager of the Holt High School cafeteria, has tentatively agreed to take charge of the meal planning and cooking.

I would appreciate your opinion on this project. I must have 100% approval before we will undertake the camp. Since it is so late, please check and sign the bottom of this letter and return to me today.

Sincerely,

Orland Thomas
Band Director

_____ I approve of my child attending the camp.
_____ I can serve as a chaperone.
_____ I can furnish my car Monday or Friday.
_____ I approve of the camp but suggest we wait until next summer.
_____ I disapprove of my child attending the camp.
Reason _____

Signed _____

Your child's name _____

HOW PARENTS CAN HELP WITH BEGINNING BAND

1. Provide your child with a good instrument in good playing condition.
2. Provide proper equipment for above; good mouthpiece, music stand, wood-wind players need cleaning cloth and swab to clean out all moisture after playing and in addition, reed players need 6 good reeds and should rotate them; brass players need a cleaning cloth and valve oil.
3. Provide a safe place in which to keep the instrument.
4. Arrange a regular time for your child to practice and see that he sticks to it. Parents need to do this most of all. Daily practice is important.
5. Home Practice:

   The only way to progress is through a regular, definite schedule of home practice.

   I specify 30 minutes of daily home practice and recommend that this be split into two 15 minute sessions for new beginners.

   Perhaps more important is to select some arbitrary number of times (8 to 12) to daily practice each portion of the lesson assigned for that week. The exact amount of time is relatively unimportant. What is important is daily practice and daily practice not for a set amount of time, but for a purpose, Progress.

   I suggest that a regular daily time (except Sunday) be set aside for practice. This should be a time that does not take the student from his favorite activity or other household duties. When a student first begins a musical instrument, the problems are many and there are very few of us who will forego a favorite activity to stumble through a new and difficult task.
6. Find a quiet place for practice with good light and a music stand.
7. Parent Interest:

   Show an interest in your child's music study - never make fun of the strange sounds he may produce. Parents must show an interest in the progress of their child. Lend an occasional ear to their practice. Offer words of encouragement. The parent need not be musical, the teacher will correct the mistakes. Be interested and willing to listen. Just as children must be reminded to "wash your hands," "brush your teeth," we parents must say "this is your practice time. Let's go". "Now". (Not later, or tomorrow). The successful student does not usually come from the home of the parent who says, "you wanted to take this instrument; it is up to you to do your practicing. I am not going to keep after you to practice. If you don't do it on your own you will have to quit." This is not the interested parent speaking.
8. Help him to remember his instrument on lesson or band days.
9. Private lessons:

   Once a student has acquired a little success, his interest will be renewed. In the study of a musical instrument, we all reach certain plateaus where the next step upward comes with difficulty. Understanding, patience and encouragement will help the student over these plateaus. Private lessons go hand in hand with the school class lessons and they are particularly recommended.

10. Musical success needs three ingredients - PARENTS - PUPILS - TEACHERS - all working together.

HOW TO HELP IN HOME PRACTICE

1. Set daily practice time and stick to it.
2. POSTURE!
3. EMBOUCHURE & MIRROR! (Check often for firm corners and chin down)
4. BREATHING! (Blow long, steady; sometimes soft) (Long tones to clock and increase daily)
5. POSITION! (Check proper finger, hand, arm positions)
6. MOUTHPIECE ONLY FIRST EACH DAY! (Brass players buzz lips first)
   a. Check emb. in mirror; b. blow long and steady tones; c. work for clear tones.
7. ASSEMBLE INSTRUMENT WITH CARE!
8. PRACTICE TONE HOLDING TO CLOCK! (Start with 3 to 5 secs., then increase daily to 20 & up) (Word for full, steady, clear, pleasant tones)
9. PRACTICE IN METHOD BOOK! (Use Four Steps of Practice for each ex. - 1. Count & Tap, 2. Name notes & Tap, 3. Sing note names & Tap, 4. Play & Tap)
   (Be sure to count steady and even in a sharp, military manner.)
10. GO SLOWLY & WORK DAILY FOR BETTER TONE - EMBOUCHURE - POSITION - BREATHING - COUNTING!!

Dear Parents:

Most likely your son or daughter has already brought up the subject of beginning on a band instrument, as we have already been discussing this with the students in recent weeks in an effort to familiarize them with some of the aspects of playing an instrument, and the benefits which can be derived from playing in the school band.

The Waverly High School VIKING Band, through the hard work of the present and past members, has gained an enviable state-wide reputation as a fine musical and marching organization with many honors and awards to its credit.

Each year it is necessary to start new students on band instruments in order to maintain and strengthen our band enrollment. The students always get a great thrill from participating in the band, and they learn discipline, leadership, cooperation, and many other good character traits in this worthwhile activity, as well as build a good understanding and appreciation of music for later life.

As your director of instrumental music, I am anxious to give your child the opportunity of learning to play an instrument.

Several factors are involved in the choice of an instrument, one of the most important being the possibility of the students having corrective dental work, such as braces; another factor, of course, is the cost involved. So that we may have an opportunity to meet and discuss these and other factors, I have scheduled two informal meetings for PARENTS and STUDENTS on the evenings of Monday, October 7 at 7:30 in the Eagle gym, and on Thursday, October 10 at the Waverly gym, also at 7:30. It is not necessary to attend both meetings, as the same business will be discussed at each one.

Also present at each meeting will be representatives from Dietze Music House of Lincoln, who will explain the details involved in the renting and purchasing of instruments. They will also have a display of instruments for you to examine for either rental or purchase, if you so desire.

I am looking forward to these meetings and hope you will be able to attend one of them.

Sincerely,
Robert Maag, Band Director

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To the Parents of

As you perhaps know, we have recently given a music adaptability test to all 4th graders. This test does not attempt to show whether or not your child will be successful in the field of music, but is a grading of natural ability only.

The desire to play an instrument and disciplined daily practice are really the most important factors. This test shows only the strong and weak tendencies in your child's musical make-up. This places us in a position to overcome the weaknesses with the least amount of lost motion.

You are doubtless familiar with the activities of the bands in the Blair school system, but any information we can furnish or any service we can give in this connection will be cheerfully done.

Your child expressed the desire to participate in the instrumental program and eventually become a member of the band. Apart from the musical education and pleasure obtained, this work plays a vital part in character building - in promoting good health - it is the ideal use for leisure time - it teaches discipline, cooperation and teamwork, and because of its competitive nature, induces every child to strive to do his best.

Because of the growth of the instrumental program, it is imperative that we start all interested beginners in the summer. Lessons will begin in June, immediately following the close of the spring term, and your child will receive free instruction for two months. These free lessons will continue in the fall and will be given at your child's specific school.

The music stores have a fine rental system whereby you can rent an instrument for a total of three months with the understanding that this rental fee can be applied to the purchase price of the instrument. We heartily endorse this plan for giving beginners a trial. It protects the parent against mistakes since no one will be expected to buy an instrument unless his child can and will play it. Also, it protects the child against the handicap of attempting to succeed with a poor instrument.

If you are interested in having your child join the instrumental program and start lessons this summer, please fill out the attached form and return it to your child's room teacher immediately.

Very truly yours,

A. E. Rembold, Band Director
Blair Public Schools

Dear Parents:

May I first say congratulations. Yes, congratulations to you as a parent for being interested in your child to encourage him to study a musical instrument. Please keep up this interest and give the encouragement that he or she will need during the following months.

This year, the first few months of beginners band will be slightly different. We are starting 38 beginners; therefore, the woodwinds - clarinets, flutes, and saxes - will have their lessons on Tuesday mornings and the brass - cornets, trombones, baritones, and French horns - on Thursday mornings. Drummers will come on Friday mornings. Later on, after the students acquire more proficiency on their instruments, we will put the complete group together as a band.

All music lessons will begin at 7:45 a.m. and last until 8:30 a.m. It is imperative that all students report for <u>every</u> lesson. Naturally, if they are ill I would not expect them to be there.

Here are some specific ways we can keep the children happily engaged in this marvelous learning process - particularly when discouragement gathers on the horizon.

1. <u>Music stand</u> - So important, so inexpensive, so needed by every musician.

2. Physical conditions - Keep temperature at the best level for alert instrumental playing. Try having a quiet period in the house when your child plays his instrument. Good lighting helps performance, always.

3. <u>Practice period</u> - First of all, call it music period or playing period. The word practice just doesn't sound pleasant. It is advisable to keep the "playing period" at <u>15 minutes, but twice daily</u>.

4. Private lessons - If possible invest in private lessons, at least for the first few months.

5. Reeds - Expect to buy a few extra reeds during the early learning period with the clarinet and saxaphone. I recommend size 1½ reeds for beginners and each student should have at least two good reeds at all times.

6. Care and repair - Go over the instruction book with your child. Help him or her understand how to take care of the instrument.

7. His instructor - Meet him. Feel free to come to the monthly Band Booster meeting and discuss your child's problem with him. Call him at his office if you have any problems to discuss. Be considerate and try to remember that he is attempting to teach 38 students with eight different types of instruments during three periods a week.

8. His parents - The most important thing you can do is to be interested in his progress. Remember <u>no</u> beginner plays his instrument very well at first. Expect only gradual improvement.

Sincerely

Dear Parents:

Musical training will be available for your child in the grade school band or orchestra this fall. The child who learns to play in instrument learns discipline, cooperation with others, and a new way to a fuller, richer life. An instrument automatically places him in worthwhile school activities; it gives him something interesting, pleasurable and worthwhile to do during his leisure time.

"Since music has so much to do with molding of character,
it is necessary that we teach it to our children." - Aristotle

As a result of a music aptitude test given last spring to pupils in the 4th grade, recommendations for instrumental music training have been made. One of the first considerations in recommending an instrument for a child is his physical make-up (lips, teeth, jaw, and finger dexterity). Each child has been interviewed and an instrument recommended with this consideration in mind. The instrumental program will be open to all 5th graders this September. I held a personal interview with _____ since school started this fall. At that time I tested her on several musical instruments, discusses her likes and dislikes, and viewed her critically as a potential instrumentalist. After considering the matter carefully we can recommend that she play _____. She is also physically adapted to _____ _____ and might be very successful with that instrument, but it should be considered a second choice.

The curriculum in the Westside Community Schools has always been planned for the total learning of each child. Since music is such a vital part of the child's education, provisions have been made for the teaching of music to all children. Those pupils who choose the instrumental program will spend two thirty minute periods weekly in instrumental instruction. His classmates will usually be in a general music class at this time, therefore instrumental students will rarely miss a class in another subject to partake of this wonderful opportunity in class instrumental instruction.

There are several music stores in Omaha. I suggest that you check the yellow pages of the telephone directory to help you find the store of your choice. Most of the music stores have either a three month rental plan or a lease purchase plan. In both cases the payment paid during the trial period applies to the purchase of the instrument.

Since most parents seek advice on the purchase or rental of instruments, I will list several reliable brands of each instrument to serve as a guide. The list will contain instruments handled in all music stores and should protect you from some of the inferior "stamp brand" instruments.

(At this point you may list the desired brands available in your area.)

All drum students will start on bells. The purpose of this is to teach drummers to play a melody instrument which will make them much more versatile in the percussion section. We will start them on drums after they have shown success on the bells. The music stores have, or can order, a 2½ octave bell set which sells for about $16.50. Those playing bells should buy an oboe book.

All students must purchase a book which is called "Master Method" Book I. It is also suggested that you purchase a wire music stand.

The beginning band classes will start on the following dates. The students should have their instruments and music by this time.

Hillside -	Monday, September 21
Underwood Hills -	Tuesday - September 29
Westbrook Elementary -	Wednesday, September 16

Clarinets and saxophones should get #2 reeds. All brass instruments should have a bottle of valve or slide oil.

We will have a meeting to explain the program to parents and answer questions. The meeting schedule is as follows:

Hillside - Tuesday, September 15 at 7:30 p.m.
Underwood Hills - Tuesday, September 22 at 7:30 p.m.

If you cannot attend the meeting, you can reach me by phone (393-1313) from 2:30 to 3:30 on school days or at 393-2081 from 9:00 to 10:00 p.m.

I am also preparing a list of former students who have expressed a desire to sell their instruments. This list will be available at the meetings.

Sincerely,

Joseph L. Slavik,
Music Instructor
School District #66